

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, June 23, 2015 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, Scott Johnson, Peter Smet, Pat Hoffman, Ed Johnson, Bridget Savaglia, Mike Kelly, and Pat Hurley. Also present were Gayle Falk, and Linda Berndt.

Torhorst called the meeting to order at 4:00.

Torhorst welcomed Savaglia to the Board and she said she welcomed the position and was happy to be serving on the Board.

Minutes of the May 19<sup>th</sup> meeting were approved. Hoffman moved approval, S. Johnson seconded. Motion passed.

The June 2015 General Fund Bills, Prepaids, and Reimbursements, and May General Deposits, were discussed and approved. S. Johnson moved approval and Smet seconded. Motion passed.

Hoffman moved and S. Johnson seconded the motion to approve the May 2015 Trust Deposits, and June 2015 Trust Fund Bills. Motion passed.

Committee Reports: There are no reports at this time.

Federated Library Report: Steve Ohs set up with the Racine County Exec to visit our Library on July 10<sup>th</sup> at 9:30 a.m. It is a Friday morning during our Storywagon program so it should be very crowded and very busy.

Old Business: Goals and Strategic Planning - Falk had a handout which listed the ongoing goals from the past year and a couple new ones for the new year. Kelly said that he wished that we would keep up with the renovation or replacement of the building and keep it current and constantly be advocates. He felt that we need to let the public know how our library is being used today which is much different from in the past. It was suggested that we submit a monthly article to the editor telling people what is new at the Library. Hoffman agreed to meet with Falk and help write these articles. These letters would show how people access information and technology. It was also suggested that we send out offers to speak at other group meetings and raise awareness of the changes taking affect at our Library. Savaglia suggested instructional clips of our available technology on our website.

New Business:

Author Signing: This Thursday there will be an author presentation and book signing. The Board agreed to allow her to sell books at the signing.

Monthly Report: Overdrive checkouts are up 50% over last year. This is the downloading of audiobooks or e-books. Tammy will demonstrate Overdrive and the use of Zinio to our Board at the next meeting.

BPL in the news: The Board reviewed calendar items.

Public Communication to the Board: There were none at this time.

Meeting was adjourned into executive session at 4:45 p.m. S. Johnson moved and Hoffman seconded. Motion passed.

Hoffman moved and Smet seconded the motion to move out of closed session and reconvene into the open meeting. Motion passed.

The Board reconvened into open session after discussion of the evaluation of the director. Once in open session Smet moved and E. Johnson seconded the motion to approve the evaluation document with the technical corrections on dates. Motion passed. Hoffman will share the evaluation with the director and copies will be provided for the City Council and City Administrator.

Meeting was adjourned at 5:00 p.m. S. Johnson moved and Hoffman seconded. Motion passed.

Our next meeting will be on Tuesday, July 14<sup>th</sup> at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

Pat Hoffman  
Secretary/Treasurer